

Appendix B

Commonwealth of Virginia Database Index Reporting Form	
1. Public Body Name & Numeric Code: VIRGINIA COMMONWEALTH UNIVERSITY 4236	4. Point of Contact: JOHN K. DUKE
2. Database Title: LIBRARY HOLDINGS SYSTEM DATABASE	5. Phone Number: 804-828-1100
3. Database Acronym: NOTIS	6. Signature & Date: _____ 6/18/97
7. Database Description and Contents: <i>(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)</i> Library Data: "Card Catalog" of books, serials (magazines and learned journals), monographs, etc. This is accessible to the university faculty, staff, and public within the libraries and via the Internet. Commercial databases available to faculty, staff, and the public from within the libraries. Circulation records are confidential and not accessible to the public.	
<i>Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.</i>	
8. Date of Last Update: _____	9. Frequency of Update: <input type="checkbox"/> Daily, <input type="checkbox"/> Weekly, <input type="checkbox"/> Monthly, <u>Other:</u> CONTINUOUS
10. Formats Available and Schedule of Fees: <i>(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</i>	
a. Format <div style="text-align: center; font-size: 1.2em; font-family: cursive;">PROPRIETARY</div>	b. Cost

Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

5/30/97